

**REQUEST FOR QUOTATION FOR LEASE OF VENUE
FOR THE SEMINAR “MANAGING LABOUR MIGRATION: THE PHILIPPINE
EXPERIENCE” ON 29 OCTOBER 2021**

1. The Philippine Embassy in Canberra, through the authorized appropriations under the General Appropriations Act, intends to apply the sum of Four Thousand Australian Dollars (A\$4,000.00) only, being the Approved Budget for the Contract (ABC) to payments under the contract for the lease of venue for the seminar “Managing Labour Migration: The Philippine Experience” on 29 October 2021.
2. The Philippine Embassy in Canberra Bids and Awards Committee (BAC) now invites submission of quotations for the aforementioned procurement, described as follows:

Specifications	Approved Budget for the Contract
Lease of venue with the following specifications: 1. Private room which can accommodate 20 pax based on COVID-19 restrictions; 2. Available on 29 October from 9:00AM – 2:00PM; 3. Boardroom style set-up; 4. Videoconference capability; 5. Has existing COVID-19 safety plan; 6. Central location and accessible to public transportation 7. With ample parking space	A\$4,000.00 <i>All quotes must be inclusive of GST</i>

3. Quotations must be submitted to the Philippine Embassy in Canberra BAC Secretariat Office **on or before 15 October 2021** located at 1 Moonah Place Yarralumla ACT 2600 or email address cbrpe@philembassy.org.au.
4. The Philippine Embassy reserves the right to accept or reject any quotations, and to reject all quotations at any time prior to contract award, without incurring any liability to the affected supplier(s)/contractor(s).
5. For further information, please contact:
BAC Secretariat
Philippine Embassy in Canberra
1 Moonah Place Yarralumla, ACT 2600
Tel. No. 02 62732535
Email address: cbrpe@philembassy.org.au



NICOLE THERESE A. DE CASTRO
BAC Chairperson

07 October 2021, Canberra